

**IDAHO STATE BOARD  
OF  
LANDSCAPE ARCHITECTS**

**BOARD FINANCIAL REPORT**

**SEPTEMBER  
2003**

STATE OF IDAHO  
DEPARTMENT OF SELF-GOVERNING AGENCIES  
BUREAU OF OCCUPATIONAL LICENSES

# IBOL - Financial Status Report

## STATE BOARD OF LANDSCAPE ARCHITECTS (LAR)

**Fiscal Year:** 2004

**Fiscal Month:** 3

**As of:** September 30, 2003

	<b>Budget</b>	<b>Expenses</b>	<b>Remaining</b>
<b>Personnel</b>	\$12,000.00	\$4,010.50	\$7,989.50
<b>Operating</b>	\$10,000.00	\$9,924.32	\$75.68
<b>Capital Outlay</b>	\$0.00	\$0.00	\$0.00
<b>Exam Costs</b>	\$5,000.00	\$0.00	\$5,000.00
<b>Total</b>	<b>\$27,000.00</b>	<b>\$13,934.82</b>	<b>\$13,065.18</b>

	<b>Beginning</b>	<b>Transfers</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Balance</b>
<b>Cash</b>	\$14,366.93	\$0.00	\$5,938.00	\$13,934.82	\$6,370.11

## IBOL - Financial Summary Report

## LAR

			Fiscal Month 3				Fiscal Year 2004	
REVENUES	Account	Sub	Direct MTD	Direct YTD	Indirect MTD	Indirect YTD	Total MTD	Total YTD
APPLICATION FEE	1018	01	\$200.00	\$500.00	\$0.00	\$0.00	\$200.00	\$500.00
ADMINISTRATIVE FEE	1018	02	\$25.00	\$25.00	\$0.00	\$0.00	\$25.00	\$25.00
ORIGINAL LICENSES FEE	1018	03	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
CERTIFICATION FEE	1018	05	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
EXAM FEE	1018	07	\$430.00	\$430.00	\$0.00	\$0.00	\$430.00	\$430.00
<b>TOTAL EXAM/RECPTY/APPL/OTHER</b>			<b>\$655.00</b>	<b>\$1,265.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$655.00</b>	<b>\$1,265.00</b>
LIC/RENEWAL - CURRENT YEAR	1020	01	\$70.00	\$4,473.00	\$0.00	\$0.00	\$70.00	\$4,473.00
<b>TOTAL LICENSE RENEWALS</b>			<b>\$70.00</b>	<b>\$4,473.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$70.00</b>	<b>\$4,473.00</b>
REINSTATEMENT PENALTY - CURR	1205	01	\$25.00	\$200.00	\$0.00	\$0.00	\$25.00	\$200.00
<b>TOTAL REINSTATEMENT PENALTY</b>			<b>\$25.00</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25.00</b>	<b>\$200.00</b>
<b>TOTAL REVENUES</b>			<b>\$750.00</b>	<b>\$5,938.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$750.00</b>	<b>\$5,938.00</b>
EXPENSES	Account	Sub	Direct MTD	Direct YTD	Indirect MTD	Indirect YTD	Total MTD	Total YTD
ADMINISTRATIVE PAYROLL	4105	01	\$0.00	\$0.00	\$461.21	\$1,472.62	\$461.21	\$1,472.62
INVESTIGATIVE PAYROLL	4106	01	\$0.00	\$0.00	\$24.31	\$77.87	\$24.31	\$77.87
FISCAL PAYROLL	4107	01	\$0.00	\$0.00	\$43.46	\$145.69	\$43.46	\$145.69
BOARD MEMBERS PAY	4120	01	\$0.00	\$113.16	\$0.00	\$0.00	\$0.00	\$113.16
<b>TOTAL TOTAL</b>			<b>\$0.00</b>	<b>\$113.16</b>	<b>\$528.98</b>	<b>\$1,696.18</b>	<b>\$528.98</b>	<b>\$1,809.34</b>
ADMINISTRATIVE DIRECT CHARGE	4105	03	\$333.81	\$1,635.58	\$0.00	\$0.00	\$333.81	\$1,635.58
<b>TOTAL ADMINISTRATIVE PAYROLL</b>			<b>\$333.81</b>	<b>\$1,635.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$333.81</b>	<b>\$1,635.58</b>
INVESTIGATIVE CHARGED DIRECT	4106	03	\$12.48	\$565.58	\$0.00	\$0.00	\$12.48	\$565.58
<b>TOTAL INVESTIGATIVE PAYROLL</b>			<b>\$12.48</b>	<b>\$565.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12.48</b>	<b>\$565.58</b>
POSTAGE /ADM	5020	01	\$0.00	\$0.00	\$94.73	\$182.06	\$94.73	\$182.06
POSTAGE/INV	5020	02	\$0.00	\$0.00	\$0.03	\$0.45	\$0.03	\$0.45
POSTAGE/PO BOX RENT	5020	04	\$0.00	\$0.00	\$0.00	\$0.61	\$0.00	\$0.61
<b>TOTAL POSTAGE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$94.76</b>	<b>\$183.12</b>	<b>\$94.76</b>	<b>\$183.12</b>
EXPRESS MAIL/BD	5023	03	\$47.12	\$83.67	\$0.00	\$0.00	\$47.12	\$83.67
<b>TOTAL EXPRESS MAIL</b>			<b>\$47.12</b>	<b>\$83.67</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$47.12</b>	<b>\$83.67</b>
DATA LINE CHARGESADM	5029	01	\$0.00	\$0.00	\$0.00	\$6.27	\$0.00	\$6.27
DATA LINE CHARGES/INV	5029	02	\$0.00	\$0.00	\$0.17	\$0.45	\$0.17	\$0.45
<b>TOTAL DATA LINE CHARGES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.17</b>	<b>\$6.72</b>	<b>\$0.17</b>	<b>\$6.72</b>
TELEPHONE EQUIPMENT	5030	01	\$0.00	\$0.00	\$30.41	\$45.68	\$30.41	\$45.68
TELEPHONE EQUIPMENT/INV	5030	02	\$0.00	\$0.00	\$0.64	\$1.20	\$0.64	\$1.20
<b>TOTAL TELEPHONE EQUIPMENT</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$31.05</b>	<b>\$46.88</b>	<b>\$31.05</b>	<b>\$46.88</b>
TELEPHONE LONG DISTANCE	5031	01	\$0.00	\$0.00	\$2.60	\$9.61	\$2.60	\$9.61
TELEPHONE LONG DISTANCE/INV	5031	02	\$0.00	\$0.00	\$0.10	\$0.62	\$0.10	\$0.62
<b>TOTAL TELEPHONE LONG DISTANCE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2.70</b>	<b>\$10.23</b>	<b>\$2.70</b>	<b>\$10.23</b>
CELLULAR CHARGES/INV	5033	02	\$0.00	\$0.00	\$0.18	\$0.80	\$0.18	\$0.80
<b>TOTAL CELLULAR CHARGES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.18</b>	<b>\$0.80</b>	<b>\$0.18</b>	<b>\$0.80</b>
VIDEO/CONFERENCE CALLS INV	5035	02	\$0.00	\$0.00	\$0.08	\$0.08	\$0.08	\$0.08
<b>TOTAL VIDEO/CONFERENCE CALLS</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.08</b>	<b>\$0.08</b>	<b>\$0.08</b>	<b>\$0.08</b>
TRAINING SERVICES	5070	01	\$0.00	\$0.00	\$0.00	\$21.00	\$0.00	\$21.00
TRAINING SERVICES/BOARDS	5070	03	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
<b>TOTAL TRAINING SERVICES</b>			<b>\$0.00</b>	<b>\$600.00</b>	<b>\$0.00</b>	<b>\$21.00</b>	<b>\$0.00</b>	<b>\$621.00</b>
CLERICAL SERVICES	5105	01	\$0.00	\$0.00	\$13.83	\$83.45	\$13.83	\$83.45
<b>TOTAL CLERICAL SERVICES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13.83</b>	<b>\$83.45</b>	<b>\$13.83</b>	<b>\$83.45</b>
ORG DUES - BOARDS	5135	03	\$4,200.00	\$4,200.00	\$0.00	\$0.00	\$4,200.00	\$4,200.00
<b>TOTAL ORG DUES - BOARDS/BOL</b>			<b>\$4,200.00</b>	<b>\$4,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,200.00</b>	<b>\$4,200.00</b>
AUDITING	5155	01	\$0.00	\$0.00	\$126.00	\$126.00	\$126.00	\$126.00
<b>TOTAL AUDITING</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$126.00</b>	<b>\$126.00</b>	<b>\$126.00</b>	<b>\$126.00</b>
LEGAL SERVICES/AG/ADM	5166	01	\$0.00	\$0.00	(\$95.75)	\$888.79	(\$95.75)	\$888.79
LEGAL SERVICE/AG/INV	5166	02	\$0.00	\$0.00	\$0.00	\$0.52	\$0.00	\$0.52
LEGAL SERVICES/PRVT ATT/ADMI	5166	04	\$0.00	\$0.00	\$0.00	\$9.12	\$0.00	\$9.12
LEGAL SERVICES/PRVT ATT/BD	5166	06	\$524.73	\$524.73	\$0.00	\$0.00	\$524.73	\$524.73
<b>TOTAL LEGAL SERVICES</b>			<b>\$524.73</b>	<b>\$524.73</b>	<b>(\$95.75)</b>	<b>\$898.43</b>	<b>\$428.98</b>	<b>\$1,423.16</b>
OTHER PROFESSIONAL SERVICES	5199	01	\$0.00	\$0.00	\$42.00	\$42.00	\$42.00	\$42.00
<b>TOTAL OTHER PROFESSIONAL SERVICES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$42.00</b>	<b>\$42.00</b>	<b>\$42.00</b>	<b>\$42.00</b>
COMPUTER HARDWARE	5240	01	\$0.00	\$0.00	\$0.00	\$4.98	\$0.00	\$4.98
<b>TOTAL COMPUTER HARDWARE MAINTENANCE.</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4.98</b>	<b>\$0.00</b>	<b>\$4.98</b>
OTHER MAINTENANCE.	5250	01	\$0.00	\$0.00	\$0.00	\$44.11	\$0.00	\$44.11
<b>TOTAL OTHER MAINTENANCE.</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44.11</b>	<b>\$0.00</b>	<b>\$44.11</b>

## IBOL - Financial Summary Report

LAR EXPENSES			Fiscal Month 3				Fiscal Year 2004	
	Account	Sub	Direct MTD	Direct YTD	Indirect MTD	Indirect YTD	Total MTD	Total YTD
PHOTOCOPING/INV	5275	02	\$0.00	\$0.00	\$0.03	\$0.06	\$0.03	\$0.06
<b>TOTAL PHOTOCOPYING</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.03</b>	<b>\$0.06</b>	<b>\$0.03</b>	<b>\$0.06</b>
OTHER ADMIN. SERVICES	5299	01	\$0.00	\$0.00	\$5.26	\$7.87	\$5.26	\$7.87
OTHER ADM SERVICES/INV	5299	02	\$0.00	\$0.00	\$0.07	\$0.11	\$0.07	\$0.11
<b>TOTAL OTHER ADMIN. SERVICES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5.33</b>	<b>\$7.98</b>	<b>\$5.33</b>	<b>\$7.98</b>
PROGRAM DESIGN /ADM	5305	01	\$0.00	\$0.00	\$40.91	\$288.56	\$40.91	\$288.56
PROGRAMMING DESIGN/INV	5305	02	\$0.00	\$0.00	\$1.56	\$4.06	\$1.56	\$4.06
<b>TOTAL PROGRAM DESIGN</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$42.47</b>	<b>\$292.62</b>	<b>\$42.47</b>	<b>\$292.62</b>
COMPUTER SERVICES	5320	01	\$0.00	\$0.00	\$0.20	\$0.83	\$0.20	\$0.83
<b>TOTAL COMPUTER SERVICES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.20</b>	<b>\$0.83</b>	<b>\$0.20</b>	<b>\$0.83</b>
OTHER DATA PROCESSING	5350	01	\$0.00	\$0.00	\$27.72	\$34.64	\$27.72	\$34.64
<b>TOTAL OTHER DATA PROCESSING CHARGES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$27.72</b>	<b>\$34.64</b>	<b>\$27.72</b>	<b>\$34.64</b>
IN STATE MEALS TAXABLE/INV	5353	02	\$0.00	\$0.00	\$0.25	\$0.64	\$0.25	\$0.64
<b>TOTAL IN STATE MEALS TAXABLE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.25</b>	<b>\$0.64</b>	<b>\$0.25</b>	<b>\$0.64</b>
MILEAGE IN STATE	5360	01	\$0.00	\$0.00	\$0.52	\$0.92	\$0.52	\$0.92
MILEAGE IN STATE/INV	5360	02	\$0.00	\$0.00	\$2.51	\$8.32	\$2.51	\$8.32
<b>TOTAL MILEAGE IN STATE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3.03</b>	<b>\$9.24</b>	<b>\$3.03</b>	<b>\$9.24</b>
AIR TRAVEL OUT OF USA-ADM	5379	01	\$0.00	\$0.00	\$18.81	\$18.81	\$18.81	\$18.81
<b>TOTAL AIRTRAVEL OUT OF USA</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18.81</b>	<b>\$18.81</b>	<b>\$18.81</b>	<b>\$18.81</b>
PUBLIC CONVEYANCE OUT OF	5393	01	\$0.00	\$0.00	\$0.89	\$0.89	\$0.89	\$0.89
<b>TOTAL PUBLIC CONVEYANCE OUT OF COUNT</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.89</b>	<b>\$0.89</b>	<b>\$0.89</b>	<b>\$0.89</b>
PHONE/FAX CHARGES	5395	01	\$0.00	\$0.00	\$0.62	\$0.62	\$0.62	\$0.62
<b>TOTAL PHONE/FAX CHARGES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.62</b>	<b>\$0.62</b>	<b>\$0.62</b>	<b>\$0.62</b>
SUBSISTANCE IN STATE/INV - FOOD	5396	02	\$0.00	\$0.00	\$0.22	\$2.03	\$0.22	\$2.03
SUBSISTENCE IN STATE - LODGNG	5396	04	\$0.00	\$0.00	\$0.00	\$0.15	\$0.00	\$0.15
SUBSISTANCE IN STATE/INV -	5396	05	\$0.00	\$0.00	\$2.06	\$3.92	\$2.06	\$3.92
<b>TOTAL SUBSISTENCE IN STATE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2.28</b>	<b>\$6.10</b>	<b>\$2.28</b>	<b>\$6.10</b>
SUBSISTENCE OUT OF	5398	01	\$0.00	\$0.00	\$47.98	\$47.98	\$47.98	\$47.98
<b>TOTAL SUBSISTENCE OUT OF COUNTRY</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$47.98</b>	<b>\$47.98</b>	<b>\$47.98</b>	<b>\$47.98</b>
OFFICE SUPPLIES	5410	01	\$0.00	\$0.00	\$19.62	\$50.83	\$19.62	\$50.83
SUPPLIES/INV	5410	02	\$0.00	\$0.00	\$0.66	\$1.99	\$0.66	\$1.99
<b>TOTAL OFFICE SUPPLIES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20.28</b>	<b>\$52.82</b>	<b>\$20.28</b>	<b>\$52.82</b>
OTHER SUPPLIES	5450	01	\$0.00	\$0.00	\$3.08	\$4.86	\$3.08	\$4.86
OTHER SUPPLIES/INV	5450	02	\$0.00	\$0.00	\$0.06	\$0.23	\$0.06	\$0.23
<b>TOTAL OTHER SUPPLIES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3.14</b>	<b>\$5.09</b>	<b>\$3.14</b>	<b>\$5.09</b>
SOFTWARE	5570	01	\$0.00	\$0.00	\$14.30	\$16.87	\$14.30	\$16.87
<b>TOTAL SOFTWARE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14.30</b>	<b>\$16.87</b>	<b>\$14.30</b>	<b>\$16.87</b>
NON CAPITAL DATA PROCESS	5580	02	\$0.00	\$0.00	\$0.00	\$0.49	\$0.00	\$0.49
<b>TOTAL NON CAPITAL DATA PROCESSING EQ</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.49</b>	<b>\$0.00</b>	<b>\$0.49</b>
ENFORCEMENT SUPPLIES/INV	5730	02	\$0.00	\$0.00	\$0.22	\$0.22	\$0.22	\$0.22
<b>TOTAL ENFORCEMENT SUPPLIES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.22</b>	<b>\$0.22</b>	<b>\$0.22</b>	<b>\$0.22</b>
ALL LIABILITY	5760	01	\$0.00	\$0.00	\$0.00	\$20.86	\$0.00	\$20.86
<b>TOTAL ALL LIABILITY</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20.86</b>	<b>\$0.00</b>	<b>\$20.86</b>
AUTO PHYSICAL DAMAGE	5780	01	\$0.00	\$0.00	\$0.00	\$2.02	\$0.00	\$2.02
<b>TOTAL AUTO PHYSICAL DAMAGE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2.02</b>	<b>\$0.00</b>	<b>\$2.02</b>
PROPERTY INSURANCE	5790	01	\$0.00	\$0.00	\$0.00	\$3.31	\$0.00	\$3.31
<b>TOTAL PROPERTY INSURANCE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3.31</b>	<b>\$0.00</b>	<b>\$3.31</b>
OTHER INSURANCE	5799	01	\$0.00	\$0.00	\$0.00	\$2.08	\$0.00	\$2.08
<b>TOTAL OTHER INSURANCE</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2.08</b>	<b>\$0.00</b>	<b>\$2.08</b>
OFFICE EQUIPMENT	5915	01	\$0.00	\$0.00	\$18.25	\$53.95	\$18.25	\$53.95
<b>TOTAL OFFICE EQUIPMENT RENTAL</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18.25</b>	<b>\$53.95</b>	<b>\$18.25</b>	<b>\$53.95</b>
OFFICE SPACE RENTAL	5925	01	\$0.00	\$0.00	\$0.00	\$1,757.76	\$0.00	\$1,757.76
<b>TOTAL OFFICE SPACE RENTAL</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,757.76</b>	<b>\$0.00</b>	<b>\$1,757.76</b>
GOVERNMENT OVERHEAD-EIS	5982	01	\$0.00	\$0.00	\$0.00	\$468.27	\$0.00	\$468.27
GOVERNMENT OVERHEAD MISC.	5982	04	\$0.00	\$0.00	\$0.00	\$8.09	\$0.00	\$8.09
GOVERNMENT OVERHEAD -	5982	05	\$0.00	\$0.00	\$0.00	\$59.78	\$0.00	\$59.78
<b>TOTAL GOVERNMENT OVERHEAD</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$536.14</b>	<b>\$0.00</b>	<b>\$536.14</b>

IBOL - Financial Summary Report

LAR					Fiscal Month 3		Fiscal Year 2004			
EXPENSES		Account	Sub	Direct MTD	Direct YTD	Indirect MTD	Indirect YTD	Total MTD	Total YTD	
ADMIN RULE EXPENSE		5984	01	\$0.00	\$0.00	\$0.00	\$6.27	\$0.00	\$6.27	
ADMIN RULE EXPENSE		5984	03	\$0.00	\$168.00	\$0.00	\$0.00	\$0.00	\$168.00	
TOTAL ADMINISTRATIVE RULE EXPENSE				\$0.00	\$168.00	\$0.00	\$6.27	\$0.00	\$174.27	
NON STATE EMPLOYEE 1099		5989	01	\$0.00	\$0.00	\$0.94	\$0.94	\$0.94	\$0.94	
TOTAL NON STATE EMPLOYEE 1099 EXPENS				\$0.00	\$0.00	\$0.94	\$0.94	\$0.94	\$0.94	
AWARDS AND RECOGNITION		5991	01	\$0.00	\$0.00	\$0.00	\$0.89	\$0.00	\$0.89	
TOTAL AWARDS AND RECOGNITION				\$0.00	\$0.00	\$0.00	\$0.89	\$0.00	\$0.89	
TOTAL EXPENSES				\$5,118.14	\$7,890.72	\$950.74	\$6,044.10	\$6,068.88	\$13,934.82	
BOARD TOTAL				(\$4,368.14)	(\$1,952.72)	(\$950.74)	(\$6,044.10)	(\$5,318.88)	(\$7,996.82)	
Beginning Cash				Transfers		Revenue		Expenses		Ending Cash
CASH SUMMARY		\$14,366.93	+	\$0.00	+	\$5,938.00	-	\$13,934.82	=	\$6,370.11